

Development of SPD Wide Project Business Processes, Database and Reports within South Pacific Division (12 October 1999)

PROBLEM STATEMENT: SPD lacks common business processes and tools to manage workload and resources across the Division. The intent of this RMB initiative is to provide a common business process, which will allow project management across districts, and cross leveling of district and MSC resources.

STUDY TEAM MEMBERS: Team members are to consist of representatives from the four SPD districts and SPD Headquarters.

ISSUES FOR CONSIDERATION:

1. Common project management business process in all districts.
2. Common data definitions.
3. Ability to cross level resources within the districts and across the region.
4. Ability to cross level workload.
5. Ability to handle projected workloads (define forecasting mechanisms).
6. Metrics for successful project delivery, including ability to measure quality, efficiency and cost effectiveness.
7. Ability to adapt to customer needs, systems and processes.
8. Common management reports.
9. Single extract database.
10. Data dictionary including data element ownership.
11. Need for common tools or software.
12. Observations and recommendations on existing and proposed business processes, to include need for follow on effort.
13. Must be applicable, and show value added, to all district activities; e.g., regulatory, O&M, small projects, SFO, WFO, MILCON, Civil Works, etc.
14. Implementation procedures and cost, as well as long term maintenance cost.

SUGGESTED EVALUATION CRITERIA:

1. Ability to accommodate all work performed by the districts.
2. Usability by section chiefs for resource leveling.
3. Fully document PMBP and database mapping.
4. Standard financial and accounting business processes (Operating Budget).
5. Construct an 80% extract database.
6. Consistency with HQUSACE data definitions.
7. Compatibility with PROMIS COTS follow-on system.

SCHEDULE OF SUBMISSIONS TO THE RMB:

1. By 22 Oct 99, submit a Project Management Plan to the SPD RMB
2. 12 Jan 00, provide an In-Progress Review to the SPD RMB, including results of district visits, standard formats for reports, business process outline, lessons learned, items needing further guidance, and need for additional data elements to support the common business process.
3. 29 Feb 00, final deliverables to SPD RMB.